

**IN THE UNITED STATES DISTRICT COURT
FOR THE WESTERN DISTRICT OF VIRGINIA**

**RULE OF COURT GOVERNING THE ADMISSION OF ATTORNEYS ADMITTED TO
PRACTICE AND OTHER MATTERS RELATING TO APPEARANCE IN THE COURT
(EFFECTIVE JANUARY 1, 1988)**

ATTORNEYS

Admission to Practice of Virginia Attorneys

(1) Attorneys who are of good character and who are licensed to practice by the State of Virginia to practice law in this state and who have been admitted to practice in the state courts may be admitted to practice in this Court and become members of the bar of this Court.

(2) Admission to practice will be upon motion in open court any day during which Court is in session. An attorney desiring to be admitted, will not less than two weeks before the day on which the motion is to be submitted, file in the Clerk's Office at the place where such motion is to be made, an application for admission to practice, which application must be made in writing, stating the qualifications heretofore prescribed and, in addition thereto, the name and age of the applicant and his office address; and such application shall be accompanied by the certificates of at least two of the members of the bar of this Court, that they are acquainted with applicant and that he is of good character and ethical conduct. Upon the filing of the application for admission to practice by an attorney, the Clerk of Court must ascertain from the Virginia State Bar that said applicant is licensed to practice in the State of Virginia. The Court may, in its discretion and on a showing of exceptional circumstances, hear motions for admission to practice at times other than a day in which court is in session.

Appearance of Other Attorneys

(3) Any attorney admitted to practice in the Eastern District of Virginia shall be permitted to practice in the courts of the Western District of Virginia upon the filing of a certificate of good standing from the Clerk of the Eastern District of Virginia showing that he has been duly admitted to practice in that district.

(4) Attorneys who are not qualified and licensed to practice under the laws of Virginia, but who are qualified and licensed to practice before the Supreme Court of the United States, or before courts of the District of Columbia, may not become members of the bar of this Court, but may appear only in association with a member of the bar of this Court, upon motion of such member, and only for the conduct of such a case in which associated and the pending before the Court.

(5) No pleading, notice or other paper required to be signed by counsel shall be accepted for filing by the clerk unless signed by a member of the bar of this court, who shall have entered his appearance of record in the case, with the address where notice can be served upon him, and who shall have such authority that the Court can deal with him alone in all matters affecting the disposition of the case. Such appearance shall not be withdrawn without the leave of the Court. Service of notice, process, or any other paper upon him shall be equivalent to such service on parties for whom he has appeared. Provided, however, that the foregoing provisions shall not apply to a party who conducts his own case. A party who conducts his own case shall file with his pleadings a memorandum of an address where notice can be served upon him.

Disbarment or Suspension from Practice

(6) Any member of the bar of this Court may be disbarred or suspended from practice for a definite time, or reprimanded for good cause shown, after having been given an opportunity to be heard. Disbarment or suspension from practice in any other court, State or Federal, may be taken as an adequate reason for disbarment or suspension from practice of a member of the bar of this Court and for refusing to permit the appearance in the Court of a nonresident attorney.

Withdrawal of Attorneys

(7) No attorney of record shall withdraw from any cause pending in this Court, except with the consent of his client stated in writing or by consent to the Court for good cause shown. Any attorney withdrawing from a cause shall forthwith give written notice thereof to the Clerk of the Court at such place as said cause is pending. And any attorney entering a cause, at any time after its inception, shall promptly give written notice thereof to said Clerk, requesting to be entered as attorney of record.

Attorneys Not to Become Surety

(8) No attorney appearing as counsel in any case shall become bail or surety in any cause or proceeding, civil or criminal, in this Court, or to be returned thereto.

/s/ James C. Turk
CHIEF U.S. DISTRICT JUDGE

**APPLICATION FOR ADMISSION TO PRACTICE LAW
IN THE WESTERN DISTRICT OF VIRGINIA**

TO THE HONORABLE _____, JUDGE OF SAID COURT:

I, _____, age _____, hereby make application for admission to practice law in your Honor's Court. I am a citizen of the United States and was born at _____ on _____.
(City/State) (Date)

On _____, I was admitted to practice law in this state
(Date of Admission to VA Bar)

by the Commonwealth of Virginia, and on _____, I qualified
(Date of Admission to VA Supreme Court)

before the Virginia Supreme Court to practice in the state courts of Virginia.

RESPECTFULLY SUBMITTED:

Signature of Applicant

Printed Name of Applicant

Social Security Number

Virginia State Bar ID Number

(Firm Mailing Address and Telephone)

We, the undersigned members of the bar of this Court, do hereby certify that we are acquainted with the above applicant, and that he/she is a person of good character and ethical conduct.

Signature of Admitted Attorney

Printed Name of Admitted Attorney

Signature of Admitted Attorney

Printed Name of Admitted Attorney

PLEASE DO NOT SUBMIT ANY FEES WITH THIS APPLICATION.

Fees for admission (\$150) and/or a Certificate of Good Standing (\$15) will be collected immediately following your admission to the Court. Upon verification of the information provided above, the Clerk's Office will call you to schedule an appointment for you to be sworn in.

CJA PANEL FOR COURT APPOINTED CASES

The list of attorneys available for appointment under the Criminal Justice Act is updated quarterly. If you desire to have your name placed on the panel, please submit a brief resume to the Clerk of Court, P. O. Box 1234, Roanoke, VA 24006.